



**City of Moorhead  
City Council Meeting  
Meeting Minutes  
January 14, 2019 at 5:30 PM  
City Hall Council Chambers**

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Pursuant to due call and notice thereof, a regular meeting of the City Council Meeting was held in the City Hall Council Chambers, on January 14, 2019, at 5:30 PM.

**Roll call of the members was made as follows:**

**City Council Meeting**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. [Agenda Amendments](#)
4. [Consent Agenda](#)

All items listed with an asterisk ( \* ) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in accordance with the "Council Rules of Procedure". In such event, the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

Motion to Approve made by Heidi Durand and seconded by Sara Watson Curry  
**Motion to Approve the Consent Agenda**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

5. Recognitions - Presentations

A. [2019 Minnesota Legislative Overview](#)

Minutes: Brad Peterson from Flaherty and Hood, and Kevin Goodno from Fredrickson and Byron gave a history of the City's legislative issues, and previewed the issues that the City will bring before the legislators in the 2019 session. Peterson also reviewed local government aid funding, and how Flaherty and Hood works with the coalition of Greater Minnesota Cities on legislative issues. Goodno also reviewed the bonding issues that will be brought before the State legislators.

1. [Call to Order and Roll Call](#) continued

**Roll call of the members was made as follows:**

1st Ward Council Member:	Shelly Dahlquist	Present
1st Ward Council Member:	Sara Watson Curry	Present
2nd Ward Council Member:	Shelly Carlson	Present
2nd Ward Council Member:	Heidi Durand	Present
Mayor:	Johnathan Judd	Present
3rd Ward Council Member:	Joel Paulsen	Present
4th Ward Council Member:	Steve Gehrtz	Present
4th Ward Council Member:	Chuck Hendrickson	Present

6. [Approve Minutes](#) of December 10, 2018

Motion to Approve made by Heidi Durand and seconded by Joel Paulsen  
**Motion to Approve the Minutes of December 10, 2018**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

**Public Hearings (5:45 p.m.)**

11. [Community Development Block Grant 2019 Action Plan](#)

Motion to go into public hearing made by Heidi Durand and seconded by Shelly Carlson  
**Motion to go into public hearing at 5:47pm**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

Minutes: The Council held a public hearing regarding the 2019 Community Development Block Grant Action Plan. Community Development Program Administrator Joshua Huffman gave an overview of programs that these funds would be used for, and the plans to implement these programs in 2019. It was noted that the City has not received any written correspondence regarding this issue. There was discussion about the home rehabilitation loans.

Motion to go out of public hearing made by Chuck Hendrickson and seconded by Joel Paulsen  
**Motion to go out of public hearing at 5:58pm**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

7. [Citizens Addressing the Council](#) – No Citizens addressed the Council.

8. [\\*Consider Actions to Approve Annual Business Items for 2019](#)
  - A. [\\*Resolution to Affirm City Council Meeting Dates](#)
  - B. [\\*Resolution to Approve Appointment of Mayor Pro Tem and Mayoral Appointment of Members to Committees, Boards, and Commissions](#)
9. Mayor and Council Appointments
  - A. [\\*Resolution for Board/Committee Appointments](#)
10. [Resolution to Approve Appointment of Mayor to City Council Committees, Boards, and Commissions](#)

Minutes: City Attorney John Shockley reviewed Council voting requirements on City committees and committees outside of the City, on which the Mayor serves.

Motion to Approve made by Heidi Durand and seconded by Shelly Carlson  
**Motion to Approve a Resolution to Approve Appointment of Mayor to City Council Committees, Boards, and Commissions**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehertz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

## **Economic Development**

12. Reports on Economic Development Activities
  - A. [Monthly Report](#)
  - B. [DMI Annual Report 2018](#)

Minutes: Derrick LaPoint presented the January Economic Development report and the Downtown Moorhead Inc. annual report, and discussed the ongoing economic development projects and the business retention and expansion program. There was discussion about working to expand existing businesses, and working with the Greater Fargo/Moorhead Economic Development Corporation.

13. [\\*Resolution to Approve 2019 Tax Increment Interfund Loan](#)
14. [\\*Resolution to Consent to Transfer of Property from 8th and Main LLC to Eventide](#)

## **Engineering Department**

15. [\\*Consider First Reading of Ordinance 2019-01: An Ordinance to Amend Title 8 Chapter 4: Right of Way Management](#)
16. [\\*Resolution to Approve Easement Acquisitions for the Homestead Trail Project \(Eng. No. 17-13-03\).](#)

17. [\\*Resolution to Approve Plans and Specifications for Center Ave Street Improvements \(Eng. No. 19-A2-02\) and Center Ave Bridge Repairs \(Eng. No. 19-13-01\)](#)
  - A. [\\*Resolution to Approve Plans and Specifications For Center Avenue Street Improvements](#)
  - B. [\\*Resolution to Approve Plans and Specifications for Center Avenue Bridge Improvements](#)
18. [\\*Resolution to Award Quote for Foundation & Site Demolition at 307 4th St S \(Eng No. 18-13-08A\)](#)
19. [\\*Resolution to Receive Petitions and Order the Preparation of a Preliminary Engineering Report for a Stormwater Treatment Pond for the 12th Ave S Business Park Addition \(Eng. No. 18-A5-01\).](#)

#### **Fire Department**

20. [\\*Resolution to Enter Into Hazardous Materials Team Contract Amendment 1 SWIFT Contract 131763 with the State of Minnesota](#)
21. [\\*Resolution to Authorize Advertisement for Bids for Self-Contained Breathing Apparatus \(SCBA\)](#)

#### **Community Development Department**

22. [\\*Consider First Reading of Ordinance 2019-02: An Ordinance to Rezone Property Abutting the MCCARA Industrial Park](#)

#### **Police Department**

23. [\\*Resolution to accept reimbursement for 2019 overtime for support of the United States Marshals Service \(USMS\) Violent Offender Task Force](#)

#### **Moorhead Public Service**

24. [\\*Approve Change Order #1 with Key Contracting for 20th/21st Street 115kv Transmission Line Relocation Construction](#)

#### **Public Works Department**

25. [Resolution to Approve Award of Contract for Bulk Fuel](#)

Minutes: Public Works Facilities and Fleet Manager Paul Fiechtner reviewed the bulk fuel purchase process, noted that the City declined the bid for bulk fuel for the first and second quarter of 2019 because there would have been no cost savings for the City, and recommended awarding a contract for bulk gasoline and diesel purchase for the third and fourth quarter of 2019, and noted the potential savings to the City. There was discussion about Council approval of purchases, the timing of awarding this bid, and the option to decline the bids. There was a consensus to amend the resolution, to add "Authorize City staff to award bid to the lowest responsible bidder."

Motion to Approve made by Sara Watson Curry and seconded by Shelly Dahlquist  
**Motion to Approve a Resolution to Approve Award of Contract for Bulk Fuel, as amended**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

## Administration

26. [\\*Consider Actions Related to Design of Interstate 94 Water Tower](#)
  - A. [\\*Resolution to Approve Agreement with Moorhead Public Service](#)
  - B. [\\*Resolution of Support to Seek Grant Funding](#)
27. [\\*Resolution to Approve Westlaw Online Legal Research Service Agreement](#)
28. [\\*Resolution to Approve Health and Safety Service Agreement](#)
29. [\\*Resolution approving Joint Powers Agreement with the State of Minnesota for City Prosecutor access to criminal justice systems](#)
30. [\\*First Reading of Ordinance 2019-03, amending City Code 3-7-4, limitation on the number of dogs and cats](#)

## Other

31. [Mayor and Council Reports](#)

Minutes: Council member Watson Curry reported that the pedestrian bridge at Memorial Park is now open, and reported on the Cass Clay Food Partners meeting. Council member Carlson reported on the Library Board meeting. Mayor Judd reported on the State of the Cities event hosted by the Chamber of Commerce.

  - A. [Summary of the City Manager's 2018 Performance Report](#)

Minutes: Mayor Judd reviewed this performance report.
32. [City Manager Reports - Updates](#)

Minutes: City Manager Chris Volkens introduced the new finance director Karla McCall.

  - A. [City Prosecution Services](#)

Minutes: City Manager Chris Volkens introduced the new City prosecutor Cheryl Duysen, gave an update on this issue, the process of setting up this department, working with four other Cities in prosecution services, and noted that a third attorney is needed in this department, and that all staff for this department have been hired. There was discussion about the work load for this department.

33. [Executive Session](#)

- A. Executive Closed Session pursuant to MN Stat. 13D.03, to discuss negotiations regarding adjustments to the City Managers employment agreement

Motion to go into Executive Closed Session made by Steve Gehrtz and seconded by Heidi Durand

**Motion to go into Executive Closed Session**

Motion Passed

For: 7 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Heidi Durand, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - (None)

The Council went into Executive Closed Session from 6:46pm until 7:17pm  
Council member Durand left the meeting at 7:16pm

34. New Business

35. Citizens Addressing the Council

Motion to go adjourn the meeting made by Shelly Carlson and seconded by Sara Watson Curry

**Motion to adjourn the City Council meeting**

Motion Passed

For: 6 - Shelly Dahlquist, Sara Watson Curry, Shelly Carlson, Joel Paulsen, Steve Gehrtz, Chuck Hendrickson

Against: 0 - (None)

Abstain: 0 - (None)

Absent: 0 - Heidi Durand

Mayor Judd adjourned the meeting at 7:18pm

APPROVED BY:

ATTEST:

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Johnathan Judd  
Mayor

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Lance Beachem  
City Clerk

The proceedings of this meeting are digitally recorded and available for public review.

*Respectfully submitted by:*  
*Lance Beachem, City Clerk*